

**COASTAL BEND BAYS & ESTUARIES PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**

**January 27, 2011**  
**MINUTES**

**BOD Members/Proxies Present**

Greg Brubeck for the Port of Corpus Christi Authority  
Robert Corrigan for the Bays Council  
Tom Bridges for San Patricio County  
Tom Curlee for Port Industries of Corpus Christi  
Peggy Sumner for the City of Corpus Christi

**Others Attending**

Doug Jacobson, EPA – Dallas  
Jeff Foster, TCEQ

**Staff Present**

Ray Allen	Lari Jo Johnston
Sara Bounds	Rosario Martinez
Dustin Cravey	Alice Sanchez
Jake Herring	Leo Trevino
Anne Hulse	Jace Tunnell
	Beth Wilson

**1. Call to Order, Welcome and Introductions, and Quorum Determination**

Mr. Robert Corrigan, acting Chairman in Mr. Wallace's absence, called the meeting to order at 8:08 am and a quorum was set.

**2. Consideration and Action re: Minutes of Meeting held on December 2, 2010 – Ms. Anne Hulse (attachment 1)**

*Mr. Brubeck made the motion to approve the minutes of the December 2, 2010 meeting as written. The motion was seconded by Mr. Curlee and passed unanimously.*

- 3. Consent Agenda: The following items are of a routine or administrative nature and do not require an action of the Board. Any member of the Board of Directors may request that an item on the consent agenda be discussed in open session:**
- a. **Monthly Financial Report, Local Government Funding Report, and Working Capital/Reserve Fund Report – Ms. Alice Sanchez (attachments 2A, B, C)**
  - b. **Monthly Project Status Report – Mr. Leo Trevino (attachment 3)**
  - c. **Grants and Proposals Update – Prepared by Dustin Cravey (attachment 4)**
  - d. **Communications Activities Update – Ms. Beth Wilson (attachment 5)**
  - e. **Environmental Education Activities Update – Ms. Lari Jo Johnston (attachment 6)**
  - f. **CBBEF Property Management – Prepared by Mr. Jake Herring (attachment 7)**
  - g. **Coastal Bird Program Activities – Prepared by Mr. David Newstead (attachment 8)**
  - h. **Future Meeting Schedule – Ms. Anne Hulse (attachment 9)**

Mr. Corrigan invited each staff member to identify any items of particular interest within their respective reports. He further encouraged the Board members to read through each of the Consent Agenda reports.

**4. Introduction of Mr. Doug Jacobson of EPA Region 6 who will be working directly with CBBEP.**

The Board welcomed Mr. Jacobson who also oversees two other Gulf Coast NEPs for EPA.

**5. Presentation on recommendations by the Texas Coastal Coordination Council Executive Committee to provide \$709,000 in direct funding to CBBEP and \$200,000 to our partners for CBBEP-supported projects – Mr. Dustin Cravey (attachment 10)**

Mr. Cravey discussed the five projects recommended for funding under the Texas Coastal Management Program.

**6. Update on completed donation to CBBEP of 61.98 acres from The Preserve at Mustang Island (Tortuga Dunes) – Mr. Jake Herring (attachment 11)**

Mr. Herring announced that this property donation was complete, including the establishment of a \$20,000 property management fund.

**7. Update on Request for Proposals to provide banking and/or investment management services – Ms. Alice Sanchez, (attachment 12)**

Ms. Sanchez discussed the banking RFP development process and announced that the submission deadline had been extended to February 18, 2011.

**8. Update on Gulf Coast Ecosystem Restoration Task Force and meeting scheduled for February 3<sup>rd</sup> @ 1:30 pm – Mr. Ray Allen (attachment 13)**

Mr. Allen explained the purpose of this meeting and encouraged the Board to attend.

**9. Executive Session: Public Notice is given that the Board of Directors may go into an Executive Session as authorized by the Open Meeting Act, Chapter 551.072 to deliberate regarding real property acquisition in the Nueces Delta and may in open session take such action as appropriate on items deliberated in Executive Session (attachment 14)**

*At 9:13 am, Mr. Corrigan took the meeting into Executive Session as authorized by the Open Meeting Act, Chapter 551.072 to deliberate regarding real property and may in open session take such action as appropriate on items deliberated in Executive Session; and as authorized by the Open Meeting Act, Chapter 551.074 for the purpose of evaluating the performance of the Executive Director and may in open session take such action as appropriate on items deliberated in Executive Session. The meeting returned to Open Session at 10:02 am*

*Mr. Corrigan made a motion authorizing Mr. Herring to negotiate with the Hammett Family for an agreeable purchase price on their property, not to exceed the property's appraised value, and to return to this Board with the negotiated terms of sale. Mr. Bridges seconded the motion and it passed unanimously.*

**10. Executive Session: Public Notice is given that the Board of Directors may go into an Executive Session as authorized by the Open Meeting Act, Chapter 551.074 for the purpose of evaluating the performance of the Executive Director and may in open session take such action as appropriate on items deliberated in Executive Session.**

Mr. Corrigan thanked the HR Committee for a thorough and constructive executive review.

*Mr. Curlee made the motion to increase Mr. Allen's compensation to \$100,000 annually, retroactive to September 1, 2010 and that Mr. Allen also be given a bonus of 2% based upon his previous year's compensation. The motion was seconded by Mr. Bridges and passed unanimously.*

Mr. Allen thanked the Board and commended Mr. Russell for his insight and expertise during the review process.

**11. Executive Director Comments – Mr. Allen invited members to join CBBEP at the Harvey Weil Banquet on April 16, 2011.**

**Also, CBBEP has begun generating a weekly activity report which will be provided to the Board.**

**12. Board of Director Comments – Mr. Corrigan suggested that CBBEP partner with POCCA and PICC to utilize equipment and in-kind services for the construction of a bathroom facility at the Nueces Delta Preserve.**

**13. Public Comments – none.**

**14. Adjourn – The meeting adjourned at 10:10 am.**

Approved by the Board of Directors on \_\_\_\_\_

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Robert Corrigan, Treasurer and acting Chairman of the Board